

What can Cornell's career offices do for me?

Cornell has career offices located across campus that can help you:

- Learn about potential careers that build on your skills or personal interests
- Articulate how your experiences have prepared you for an academic or non-academic career
- Develop a job search strategy
- Find internships and jobs through online databases, websites, and print resources
- Prepare internship and job application materials
- Practice for interviews
- Negotiate job offers

Where do I go to get help?

Students can visit their own college/school career office or the university-wide office located in Barnes Hall. If you would like to make an individual appointment with a career advisor for assistance in your career exploration and job search, please go to the office or call the office. Locations and phone numbers for the offices are listed on the back.

- If you are an undergraduate student, contact the career office in your college or school.
- If you are in a professional master's degree program (such as MBA, DVM, MILR, MPS, MENG, MPH, MMH, or CIPA), please contact your program's office.
- If you are a research MA, MS, or PhD student intending to pursue a career outside of academia, contact the career office for the school/college most closely related to your graduate field. However, if you are affiliated with the Colleges of Arts and Sciences, Human Ecology, or Veterinary Medicine, please contact the university-wide office in Barnes Hall, as all graduate student career advising services are handled through this office.

If you would like additional assistance with your career plans beyond what your college/school offers, please make an appointment at the university-wide office to meet with Anne Poduska, the Graduate and International Student Career Advisor.

How do I find information about U.S. employers that will hire international students?

Although you may be eligible for Optional Practical Training (OPT) or Curricular Practical Training (CPT), these are only short-term work authorizations. To work long-term in the United States, it is likely you will need H-1B sponsorship from an employer. Please contact the International Students and Scholars Organization (ISSO) office for more specific information about your particular visa status.

The following resources can help you identify employers who might be able to sponsor H-1B visas.

Handshake

This web-based system includes job and internship postings, alumni mentor contacts, and campus events. Employers indicate in their job descriptions whether they can sponsor students for an H-1B visa, and you will be eligible to apply for jobs advertised by those employers or for short-term jobs or internships that are covered by your OPT/CPT.

Although this can be a valuable resource in your job search, we encourage you to consider Handshake as just one source—not the main source—of job opportunities. Log in at career.cornell.edu.

CCS International Student Website

At career.cornell.edu... Students... International Students an Excel spreadsheet lists some of the employers who have posted jobs on CCNet for international students. This spreadsheet includes information such as job/internship title, industry, degree, and the Cornell college/school from which the employer was interested in hiring students.

Online Databases

It may be easier to find employment with companies that have branches both in the U.S. and in your home country. The Johnson Management Library has links to a number of career-related databases, including *Uniworld*, which contains information about multinational companies, and *Hoover's Online* that allow region-specific job searches visit the website at johnson.library.cornell.edu. Other databases can be found in the Link Library of the Career Services webpage at career.cornell.edu... Resources... Link Library.

What additional career resources are available?

OptimalResume™

This resource provides templates as well as sample resumes and letters to help you create your resume and cover letter, and even provides job descriptions and typical skills by linking to O*Net, a database of occupational information. You can also practice your interviewing skills through the Optimal Interview tool. Create your account at cornell.optimalresume.com.

On-Campus Events: Career Offices

Programs are held year-round and include the campus-wide Career Fair held every September, panel discussions, job-search workshops, fellowship information sessions, alumni networking opportunities, and skill-specific workshops such as networking and interviewing skills. All Career Services events are advertised on the CCS Events Calendar at career.cornell.edu... Events... Calendar.

Websites

The CCS Link Library contains a number of links to fellowships, internships, and resources detailing employer information and job opportunities. Each college/school also has a career website that can provide more discipline-specific career guidance; some also include links to alumni databases for students affiliated with that college/school. Visit career.cornell.edu... Resources... Link Library.

Libraries

Barnes Hall hosts a career library open to all Cornell students. Resources include books, journals, and test preparation materials. Several college / school career offices have libraries containing additional information that pertains to disciplines within the college or school. These may include books, magazines, and pamphlets. You may conduct an online search of all career library resources through the website at career.cornell.edu... Resources.

Media Library

View audio and video recordings of previous presentations. Topics include interviewing skills, launching a job or internship search, career paths, networking, and more. Visit career.cornell.edu... Resources... Media Library.

How do I contact my career office?

University-Wide

103 and 210 Barnes Hall
607/255-5296

College of Agriculture and Life Sciences

140 Roberts Hall
607/255-2257

College of Architecture, Art, and Planning

B1 W. Sibley Hall
607/254-3583

College of Arts and Sciences

172 Goldwin Smith
607/255-4166

College of Engineering

201 Carpenter Hall
607/255-5006

College of Human Ecology

172 Martha Van Rensselaer Hall
607/255-2988

College of Veterinary Medicine

S2 009 Schurman Hall
607/253-3700

Cornell Institute for Public Affairs (CIPA)

190 Caldwell Hall
607/255-5587

ILR School

201 Ives Hall
607/255-7816

Johnson Graduate School of Management

202 Sage Hall
607/255-4888

Law School

144 Myron Taylor Hall
607/255-5873

School of Hotel Administration

180 Statler Hall
607/255-6376